



**CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS)  
MISUSE INVESTIGATION REPORTING**

<div style="border: 1px solid black; padding: 2px; text-align: center;">2018</div> <i>Calendar Year</i>	<div style="border: 1px solid black; padding: 2px; text-align: center;">COVINA POLICE DEPARTMENT</div> <i>Agency Name or Qualifying Sub-Unit of a Non-LE Agency</i>
<div style="border: 1px solid black; padding: 2px; text-align: center;">4/1/2019</div> <i>Date</i>	<div style="border: 1px solid black; padding: 2px; text-align: center;">CA0191600</div> <i>Originating Agency Identifier (ORI) Number(s) – Attach Additional Paper if Necessary</i>

  

<div style="border: 1px solid black; padding: 2px; text-align: center;">HEIDI MACADAM</div> <i>Name of Person Completing Form</i>	<div style="border: 1px solid black; padding: 2px; text-align: center;">HEIDI MACADAM</div> <i>Name of Agency CLETS Coordinator (ACC)</i>
<div style="border: 1px solid black; padding: 2px; text-align: center;">hmacadam@covina.ca.gov</div> <i>E-Mail Address of Person Completing Form</i>	<div style="border: 1px solid black; padding: 2px; text-align: center;">hmacadam@covina.ca.gov</div> <i>E-Mail Address of Agency CLETS Coordinator (ACC)</i>
<div style="border: 1px solid black; padding: 2px; text-align: center;">(626) 384-5650</div> <i>Phone Number</i>	<div style="border: 1px solid black; padding: 2px; text-align: center;">(626) 384-5650</div> <i>Phone Number</i>

  

1. Total number of investigations performed related to CLETS misuse: 

1
  
2. Total number of misuse investigations with **NO** misuse found: 

1
  
3. Total number of misuse investigations still pending: 

0
  
4. Total number of **founded** misuse violations from investigations: 

0

  - A. Total numbers for administrative actions taken on founded misuse violations<sup>1</sup>:

Counsel	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Reprimand	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Training	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Suspension	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>
Resignation	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Termination	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Other <sup>2</sup>	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	No Action <sup>2</sup>	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>
  
  - B. Total number of criminal complaints filed:

Infraction	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Misdemeanor	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Felony	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>
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  - C. Total number of convictions from criminal complaints:

Infraction	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Misdemeanor	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	Felony	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>	B. Internal Within Department	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>
C. From Another Agency	<div style="border: 1px solid black; width: 40px; text-align: center;">1</div>	D. Department of Justice	<div style="border: 1px solid black; width: 40px; text-align: center;">0</div>

**Regardless of whether your agency had any reported misuse, submit this form by February 1 of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information please refer to the Department of Justice information bulletin 18-07-CJIS on the California Law Enforcement Web (CLEW).**

<sup>1</sup>Total number of actions taken may exceed total number of founded misuse violations.  
<sup>2</sup>If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

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